



**NORTH COAST REGIONAL DISTRICT
ELECTORAL AREA ADVISORY COMMITTEE MEETING AGENDA
Held by Teleconference
1-877-385-4099; 3761822#
Thursday, November 7, 2019 at 6:30 p.m.**

1. CALL TO ORDER

2. CONSIDERATION OF AGENDA (additions/deletions)

3. COMMITTEE MINUTES & BUSINESS ARISING FROM MINUTES

3.1	Minutes of the Electoral Area Advisory Committee Meeting held October 18, 2019	Pg 1-3
-----	--	--------

4. FINANCE

	None.	---
--	-------	-----

5. CORRESPONDENCE

	None.	---
--	-------	-----

6. REPORTS / RESOLUTIONS

6.1	D. Fish, Chief Administrative Officer - Northern Capital and Planning Grant ("NCPG") Allocation	Pg 4-9
-----	---	--------

7. NEW BUSINESS

	None.	---
--	-------	-----

8. OLD BUSINESS

	None.	---
--	-------	-----

9. PUBLIC INPUT

10. IN-CAMERA

	None.	---
--	-------	-----

11. ADJOURNMENT



**NORTH COAST REGIONAL DISTRICT
ELECTORAL AREA ADVISORY COMMITTEE**

MINUTES of the Electoral Area Advisory Committee meeting held by Teleconference
1-877-385-4099; 3761822# Friday, October 18, 2019 at 5:30 p.m.

PRESENT

PRIOR TO ADOPTION

- Chair E. Putterill, Electoral Area E

- Directors D. Nobels, Electoral Area A
 K. Bergman, Electoral Area C
 J. Young, Electoral Area D

- Staff D. Fish, Chief Administrative Officer
 S. Landrath, Treasurer
 J. Bagnall, Corporate Officer

1. CALL TO ORDER 5:30 p.m.

The North Coast Regional District acknowledges the traditional territory of the Tsimshian and Haida on which this teleconference meeting took place.

2. CONSIDERATION OF AGENDA (additions/deletions)

MOVED by Director Nobels, SECONDED by Director Bergman, that the October 18, 2019 Electoral Area Advisory Committee agenda be adopted as presented.

031-2019 **CARRIED**

3. COMMITTEE MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Electoral Area Advisory Committee Meeting held June 21, 2019

MOVED by Director Nobels, SECONDED by Director Young, that the minutes of the September 20, 2019 Electoral Area Advisory Committee meeting be adopted as presented.

032-2019 **CARRIED**

4. FINANCE

None.

5. CORRESPONDENCE

- 5.1 Gita'at First Nation – Request for Letter of Support for Northern Development Initiative Trust Community Halls and Recreation Program Application for Community Kitchen Project

MOVED by Director Young, SECONDED by Director Bergman, that the correspondence from Gitga'at First Nation with respect to its request for a letter of support for its application to the Northern Development Initiative Trust Community Halls and Recreation Program for its Community Kitchen project be received;

AND THAT the correspondence from Gitga'at First Nation with respect to its request for a letter of support for its application to the Northern Development Initiative Trust Community Halls and Recreation Program for its Community Kitchen project be postponed to the next Electoral Area Advisory Committee meeting.

033-2019

CARRIED

- 5.2 Oona River Resources Association - Request for Letter of Support for Northern Development Initiative Trust Community Halls and Recreation Program Application for Education Centre

MOVED by Director Nobels, SECONDED by Director Young, that the correspondence from Oona River Resources Association with respect to its Application to the Northern Development Initiative Trust Community Hall and Recreation Facilities Program for its Education Centre project be received;

AND THAT the correspondence from Oona River Resources Association with respect to its Application to the Northern Development Initiative Trust Community Hall's and Recreation Facilities Program for its Education Centre project be postponed to the next Electoral Area Advisory Committee meeting.

034-2019

CARRIED

6. REPORTS / RESOLUTIONS

- 6.1 D. Fish, Chief Administrative Officer - Northern Capital and Planning Grant ("NCPG") Allocation

**The EAAC Committee discussed the proposed NCPG funding model and possible allocations of the funds. Staff were directed to correspond with the EAAC on proposed allocations to be presented for consideration at the next EAAC meeting.*

MOVED by Director Nobels, SECONDED by Director Young, that the staff report entitled "Northern Capital and Planning Grant ("NCPG") Allocation" be received for information.

035-2019

CARRIED

7. NEW BUSINESS

None.

8. OLD BUSINESS

None.

9. PUBLIC INPUT

There were 0 questions from the public.

10. IN CAMERA

None.

11. ADJOURNMENT

MOVED by Director Bergman, SECONDED by Director Nobels, that the meeting be adjourned at 6:30 p.m.

036-2019

CARRIED

Approved and adopted:

Certified correct:

Chair

Corporate Officer



Staff Report

Date: November 7th, 2019

To: Electoral Area Advisory Committee

From: D. Fish, Chief Administrative Officer

Subject: Northern Capital and Planning Grant (“NCPG”) Allocation

RECOMMENDATION:

THAT the Staff Report entitled “Northern Capital and Planning Grant (“NCPG”) Allocation” dated November 6, 2019 be received;

AND THAT the Board choose a funding model for allocation of the NCPG funding between Regional and Local Priorities;

AND THAT the Board allocate NCPG funding between the various Regional District services to be contributed to reserves.

BACKGROUND:

In April 2019, the North Coast Regional District (“NCRD”) received \$1.712 million from the Province of BC as part of the Northern Capital and Planning Grant (“NCPG”).

At the June 22, 2019 Committee of the Whole meeting, the Board directed staff to request clarification from the Provincial government regarding the NCPG funding and the allocation between electoral areas (EA) and regional priorities. On July 17, 2019 staff presented the report entitled “Northern Capital and Planning Grant (“NCPG”)”

Allocation Models”. On September 25, 2019, the Electoral Area Advisory Committee (“EAAC”) directed staff to prepare an additional funding model for discussion, to include \$400K for regional priorities, \$100K base for each EA and the remaining \$912K to be allocated based on population (using the 2016 census figures).

DISCUSSION:

The NCRD Board has identified various regional services as possible recipients of the NCPG funding. These Bylaws for service establishment and reserve funds are in progress or have passed third reading and been approved by the Inspector of Municipalities. At the September 20, 2019 meeting, the Board adopted the Electoral Area “E” Parks and Trails service establishing bylaw. A corresponding reserve fund bylaw is being brought forward by staff for consideration at the October 18 meeting.

The NCPG grant must be fully allocated to the specific service reserve funds by December 31, 2019 and staff need time to arrange the allocations.

EAAC PROPOSED FUNDING MODEL:

Electoral Area	Population	Prorated %	Prorated funding	Base Amount	Total
A	41	4.15%	\$ 37,846	\$ 100,000	\$ 137,846
C	68	6.88%	\$ 62,769	\$ 100,000	\$ 162,769
D	539	54.56%	\$ 497,539	\$ 100,000	\$ 597,539
E	340	34.41%	\$ 313,846	\$ 100,000	\$ 413,846
Total	988	100%	\$ 912,000	\$ 400,000	\$ 1,312,000

Under this model, assuming Staff’s previous recommendation of allocating funds toward landfill closure and regional recycling depot capital upgrade costs are supported, \$200,000 would be allocated toward the island solid waste reserve and \$200,000 would be allocated toward the mainland recycling reserve for a total of \$400,000 allocated toward regional priorities.

REGIONAL PRIORITIES:

At the Regular meeting held August 24, 2019, the Board of the NCRD adopted its 2019-2022 strategic plan with the following capital and planning priorities identified in order of priority:

1. Solid Waste Management Plan
2. Trails Strategy
3. NCRD Building
4. Regional Housing Strategy
5. Asset Management Plan
6. Electoral Areas Land Use Plans
7. Renewable Energy Strategy
8. Wildfire Protection Plan
9. Regional Attraction Strategy
10. Regional Water Supply Plan
11. Integrated Emergency Management Plans
12. Recreation Facilities Plan

Given staff's recommendations, the proposed EAAC funding model, and the recently adopted strategic plan; the EAAC and the Board may wish to consider the following funding allocations:

Proposed Regional Allocations		
Service	Project	Allocation
Mainland Recycling	Capital Upgrades – Depot Roof Repair	\$200,000
Island Solid Waste	ISW Landfill Closure Costs	\$200,000
Total Priorities:		\$400,000

Proposed Electoral Area A Allocations		
Service	Project	Allocation
Emergency Planning	Area 'A' Emergency Plan Update	\$20,000
Land Use Planning	OCP Development	\$10,000
Recreation 'A'	Trail Strategy Plan (Contribution)	\$4,300
Recreation 'A'	Recreation Facilities Plan (Contribution)	\$5,200
Regional Solid Waste	Solid Waste Management Plan (Contribution)	\$8,600
Administration	NCRD Building (Contribution)	\$85,600

Proposed Electoral Area A Allocations

Service	Project	Allocation
<i>Administration</i>	<i>AAP Cost</i>	\$2,580

Total Priorities: align="right">\$136,280
Remaining Funds: align="right">\$1,566

Allocations proposed for Electoral Area A remain unchanged from the EAAC meeting held October 18, 2019. Further direction is sought with respect to the regional contributions and remaining \$1,566 in funding.

Proposed Electoral Area C Allocations

Service	Project	Allocation
Emergency Planning	Area ‘C’ Emergency Plan Update	\$20,000
Land Use Planning	OCP Development	\$10,000
Mainland Recycling	Community Seacan	\$12,000
Recreation ‘C’	Trail Strategy Plan (Contribution)	\$2,700
Recreation ‘C’	Recreation Facilities Plan (Contribution)	\$3,200
Regional Solid Waste	Solid Waste Management Plan (Contribution)	\$5,300
Administration	NCRD Building (Contribution)	\$52,200
<i>Administration</i>	<i>AAP Cost</i>	\$2,580
<i>Administration</i>	<i>Assent Voting Cost</i>	\$4,350

Total Priorities: align="right">\$112,330
Remaining Funds: align="right">\$50,440

Allocations proposed for Electoral Area C remain unchanged from the EAAC meeting held October 18, 2019. Further direction is sought with respect to the regional contributions and remaining \$50,440 in funding.

Proposed Electoral Area D Allocations

Service	Project	Allocation
Emergency Planning D	Area ‘D’ Emergency Plan Update	\$20,000
Emergency Planning D	Area ‘D’ Emergency Evacuation Capital	\$40,000
Parks & Trails ‘D’	Trail Strategy Plan (Contribution)	\$15,700
Parks & Trails ‘D’	Parks and Trails Future Capital	\$90,000
Tlell Fire	Tlell Fire Department Capital	\$37,000

Proposed Electoral Area D Allocations		
Service	Project	Allocation
Land Use Planning	Electoral Area “D” OCP Updates	\$7,000
Grant In Aid “D”	Future Capital Community Grants	\$60,000
HG Recreation	Recreation Facilities Plan (Contribution)	\$13,475
HG Recreation	HG Rec Future Capital	\$53,900
Regional Solid Waste	Solid Waste Management Plan (Contribution)	\$50,000
Administration	Regional Water Supply Plan (Contribution)	\$7,500
Administration	Renewable Energy Plan (Contribution)	\$25,000
Administration	NCRD Building (Contribution)	\$175,619
<i>Administration</i>	<i>AAP Cost</i>	<i>\$815</i>
Total Priorities:		\$596,009
Remaining Funds:		\$1,530

Allocations proposed for Electoral Area D have changed from the EAAC meeting held October 18, 2019. Further direction is sought with respect to the regional contributions, the \$60,000 that has been proposed for grant in aid reserves, and the remaining \$1,530 in funding.

Proposed Electoral Area E Allocations		
Service	Project	Allocation
Emergency Planning	Area ‘E’ Emergency Plan/Projects	\$20,000
Parks & Trails ‘E’	Parks & Trails ‘E’ <ul style="list-style-type: none"> • Trail strategy contribution • Future trail development (as per MIMC) • Sandspit Community Park (as per MIMC) • Copper Bay site revitalization (as per MIMC) 	\$187,500
Sandspit Community Hall	Community Hall Renovations (as per MIMC)	\$80,000
Sandspit Fire	Sandspit Fire Department Capital	\$20,000
Sandspit Water	Sandspit Water Asset Management & Future Capital	\$100,000
Regional Solid Waste	Solid Waste Management Plan (Contribution)	\$6,346
Total Priorities:		\$413,846
Remaining Funds:		\$0

Allocations proposed for Electoral Area E have changed from the EAAC meeting held October 18, 2019.

Contributions toward regional projects have been based on each electoral area's population as a percentage of the total regional district population (FN populations included) with the following anticipated costs of development:

Project	Cost	Contribution Recovery
Trail Strategy Plan	\$100,000	\$24,600
Recreation Facilities Plan	\$120,000	\$21,875
Solid Waste Management Plan	\$200,000	\$70,246
Administration Building	\$2,000,000	\$313,419

This model is a funding formula based on a \$100,000 funding allocation and additional funding based on population as proposed by the EAAC. Staff has also indicated specific allocations for this model based on the Board's recently adopted strategic plan. Specific allocations for local projects have been identified by Electoral Area Directors for local projects. Additional allocations may be brought forward by the board for consideration. Allocations must be made by the December 13th, 2019 meeting in order to meet our grant reporting requirements.

RECOMMENDATION:

Given the formula presented by the EAAC and strategic priorities identified by the Board, Staff is seeking further final direction with respect to allocations of the NCPG funds to be contributed toward reserves prior to December 31, 2019. These allocations will be brought forward to the Board of the NCRD at its Regular meeting to be held Friday, November 15, 2019.